

Dodgeville Housing Authority (DHA) Minutes, April 10, 2019

Present: Commissioners Terry Edwards, Elsa Greene, John Ziehr, Resident Board Member Carla Evans, City Council Representative Thomas DeVoss, Executive Director Dianna Cole, and Southwestern Wisconsin Community Action Program, Inc. (SWCAP) Affordable Housing Program Director Lori Olson-Pink. Absent: Commissioners Jeff Grayson and Jeff Starr.

Chairman Edwards called the meeting to order at 10:07 a.m. Elsa Greene made the motion, John Ziehr second, to approve the Certification of Public Notice. Motion passed unanimously.

The minutes from the February 13, 2019 regular meeting and March 5, 2019 special meeting were reviewed. Elsa Greene made the motion, Terry Edwards second, to approve the minutes as presented. Motion passed unanimously.

The January and February, 2019 monthly fiscal report and payment of bills was reviewed. John Ziehr made the motion, Elsa Greene second to approve payment of bills for the months of January and February, 2019. Motion passed unanimously.

The following was reviewed under New Business:

- Extensive discussion was given to the board's and executive director's understanding of the financial reports and financial requirements of the program as it relates to our relationship with the United States Department of Housing and Urban Development (HUD). The consensus was that although good progress has been made concerning the simplification and understanding of the reports, more work needs to be done. Elsa Greene made the motion, John Ziehr second, that the DHA board authorizes SWCAP to hire a consultant to further train Executive Director Cole and the board in the proper financial reporting for the program. The Executive Director, DHA board chairman and SWCAP are to agree on the specific hire and fee for services. Motion passed unanimously.
- Thomas DeVoss made the motion, Elsa Greene second, that the board form a finance committee consisting of John Ziehr, Jeff Grayson and Dianna Cole to further learn and monitor financial reporting for the program. Motion passed unanimously.

In other business:

- John Ziehr made the motion, Elsa Greene second, that the Purchase of Service Agreement dated November 26, 2018 between the Housing Authority of the City of Dodgeville and SWCAP be formally approved. Motion passed unanimously.
- As there are now seven individuals serving on the DHA board it was determined that four board members need to be in attendance to form a quorum.
- Next meeting was set for Wednesday, June 12, 2019 at 10:00 a.m. at the Metro Building in Dodgeville.

There being no further business, Elsa Greene made the motion, John Ziehr second, to adjourn the meeting at 11:12 a.m.

Respectfully submitted,

Terry Edwards, Acting Secretary